

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE**

THURSDAY, SEPTMEBER 23, 2010

MINUTES

Present: Phil Barry, Harry Birkenruth, Tom Callahan, Pat Carino, Mark Hammond, and Frank Vasington

Staff: Cynthia van Zelm

1. Call to Order

Tom Callahan called the meeting to order at 3:05 pm.

2. Approval of Minutes from August 26, 2010

The minutes were approved by consensus.

3. Update on Storrs Center

The Committee discussed the partnering of EDR with LeylandAlliance to develop the housing in Phases 1A and 1B.

Mr. Callahan went over the task and schedule conveyed by LeylandAlliance for the various infrastructure and building projects that need to be undertaken to meet a groundbreaking date of spring 2011. Mr. Callahan noted the complexity of the projects and the significant amount of coordination needed by all entities: Town, UConn, and LeylandAlliance/EDR. Mr. Callahan said that Lou Marquet with LeylandAlliance is providing the leadership on the infrastructure and building tasks.

Harry Birkenruth said it will be important to understand who is responsible for security and safety issues.

Cynthia van Zelm said that three firms have been interviewed for design of the garage. She said that yesterday the Town received responses to its Request for Proposals on design of the intermodal center and the Village Street.

4. Review and Discussion of Partnership Office in Phase 1A

Ms. van Zelm reviewed the current lease terms for the Partnership office as well as proposed draft lease terms from LeylandAlliance for space in Phase 1A. Mr. Callahan asked Ms. van Zelm to ask LeylandAlliance to provide a draft Letter of Intent for the Committee's review for discussion at the next Finance and Administration Committee meeting.

5. Update on Four Corners Sewer and Water Advisory Committee

Ms. van Zelm reported that per Public Works Director Lon Hultgren, the selection committee has interviewed firms for the water source work and expects to select a firm soon.

With respect to the design of the sewage pump station, firms have been selected to submit proposals with a deadline of September 30.

6. Adjourn

Mr. Birkenruth made a motion to adjourn. Phil Barry seconded the motion. The motion was approved unanimously. The meeting adjourned at 4:15 pm.

Minutes taken by Cynthia van Zelm